

**SECRET TRANSMITTAL**

Approved For Release 2004/10/21 : CIA-RDP80R01731R003400050020-2

UNITED STATES  
ATOMIC ENERGY COMMISSION

WASHINGTON 25, D. C.

IN REPLY REFER TO:

GMI

20 March 1951

Mr. James Q. Reber  
Central Intelligence Agency  
2430 "E" Street, N. W.  
Washington 25, D. C.

Subject: QUESTIONNAIRE ON BIOGRAPHIC FILES

Dear Mr. Reber:

Enclosed is the other questionnaire concerning  
the biographic file in our Security Division.  
As you know this file is not an original source.  
A copy of the memorandum explaining this is  
enclosed.

Sincerely yours,



Malcolm C. Henderson  
Deputy Director of Intelligence

2 Enclosures:

- 1-Cy Memo to Colby fm  
Rolander, 3/15/51
- 2-Draft-Questionnaire on Biographic Files

DOE review(s) completed.

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**QMI**

20 March 1951

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Washington 25, D. C.

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**SECRET TRANSMITTAL**

Dr. W. F. Colby, Director  
Office of Intelligence  
G. A. Holander, Jr., Chief, Violations &  
Visitor Control Branch, Division of Security  
QUESTIONNAIRE ON BIOGRAPHIC FILES

MAR 15 1951

SYMBOL: SV:WAB

Attention: Dr. Malcolm C. Henderson

This is in connection with the questionnaire on biographic files, IAC Standing Committee, which you furnished to this office. We are returning the questionnaire to your office in completed form but wish to qualify its use with the following remarks:

We have reviewed the files of the Division of Security, and as discussed with you by Mr. Burke of this office, while it is agreed that the files do contain a certain amount of intelligence information concerning foreign nationals, foreign organizations, and other miscellaneous foreign information, the greater bulk of this data was furnished to the Division of Security by other Government agencies, such as CIA, FBI, etc. It is felt that these files contain no significant amount of information uncommon with the files of other investigative agencies. As you know, it is our policy also to make available to other Government investigative agencies any intelligence information independently developed by the Division of Security.

Enclosure:  
Questionnaire

When scanned, this document contains this document  
ONLY  
(no paper translation)

**SECRET TRANSMITTAL**

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DRAFT

IAC STANDING COMMITTEE

DRAFT

QUESTIONNAIRE ON BIOGRAPHIC FILES

1. Custodian  
a. Department \_\_\_\_\_  
b. Office \_\_\_\_\_  
c. Division X \_\_\_\_\_  
d. Branch \_\_\_\_\_
2. Location  
a. Washington 9 Oak Ridge, Tennessee  
b. Domestic (Give specific place) \_\_\_\_\_  
c. Foreign ( " " " ) \_\_\_\_\_
3. Title or Name of File \_\_\_\_\_  
(include country or countries covered)
4. Classification  
a. Unclassified \_\_\_\_\_  
b. Restricted \_\_\_\_\_  
c. Confidential \_\_\_\_\_  
d. Secret \_\_\_\_\_  
e. Top Secret \_\_\_\_\_  
f. Mixed \_\_\_\_\_
5. Type of File  
a. Overt \_\_\_\_\_  
b. Covert \_\_\_\_\_  
c. Security X \_\_\_\_\_
6. Category (ies) of Personalities Covered (check one or more)  
a. Political X \_\_\_\_\_  
b. Economic \_\_\_\_\_  
c. Sociological/Cultural \_\_\_\_\_  
d. Military \_\_\_\_\_  
e. Naval \_\_\_\_\_  
f. Air \_\_\_\_\_  
g. Scientific X \_\_\_\_\_
7. Physical Description  
a. Cards \_\_\_\_\_ Size \_\_\_\_\_ approx.no. \_\_\_\_\_; approx.no.of names \_\_\_\_\_  
b. Folders X \_\_\_\_\_ Size \_\_\_\_\_ approx.no. \_\_\_\_\_; approx.no.of names \_\_\_\_\_  
c.\* Other \_\_\_\_\_ Size \_\_\_\_\_ approx.no. \_\_\_\_\_; approx.no.of names \_\_\_\_\_  
\*(describe briefly) \_\_\_\_\_  
d. Method of entry  
Typewritten \_\_\_\_\_ Handwritten \_\_\_\_\_  
e. Languages  
English \_\_\_\_\_; Foreign language \_\_\_\_\_; Mixed languages \_\_\_\_\_  
(specify) (specify)
8. Sequence of Arrangement  
a. Alphabetical by name X \_\_\_\_\_  
b. Alphabetical by name within country X \_\_\_\_\_  
c. a. or b. above supplemented by special categories (describe briefly): \_\_\_\_\_  
d. Overall name indices  
Flexoline \_\_\_\_\_, listings \_\_\_\_\_, other \_\_\_\_\_
9. Source Identification  
a. Sources documentary X \_\_\_\_\_  
b. Sources coded \_\_\_\_\_  
c. No sources indicated \_\_\_\_\_
10. The file (could be) (has been) duplicated by:  
a. Microfilm \_\_\_\_\_  
b. Photostat \_\_\_\_\_  
c. Other \_\_\_\_\_ (describe): \_\_\_\_\_
11. Copies have been disseminated to:  
a. Name \_\_\_\_\_, Location \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_
12. Status of file and dates covered  
a. Active X, from \_\_\_\_\_ to \_\_\_\_\_  
b. Inactive \_\_\_\_\_, from \_\_\_\_\_ to \_\_\_\_\_  
c. Other \_\_\_\_\_, from \_\_\_\_\_ to \_\_\_\_\_
13. Present Planned Disposition of File  
a. Will be maintained on current basis X \_\_\_\_\_  
b. Will be held as reference file without additions \_\_\_\_\_  
c. Will be retired to archives status \_\_\_\_\_  
d. Will be destroyed \_\_\_\_\_

~~SECRET~~

641-2-25586

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